

Facilitators Chat Sheet

June 2008



ADOT Partnering Office

206 South 17th Avenue, Mail Drop 175A

Phoenix, AZ 85007

602-712-7120

<http://www.azdot.gov/ccpartnerships/Partnering>

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Workshop Reminders

There are six projects being considered for award on Friday, June 20, at the Transportation Board meeting in Nogales <http://www.azdot.gov/Highways/cns/index.asp>. Click on link: State Transportation Board Projects: choose Agendas, 2008, from left side menu to view the June construction contracts. Note: Two bids are in Maricopa County.

Call to Action – Reminder Items from previous Chat Sheets

Attention facilitators: the following action is specifically for construction workshops. Please ask your partnership teams if the following should be included in the team's goals on their PEP Form. Example: Environmental mitigation measures such as SWPPP, dust control, weeds, etc. This would be decided by your teams but you can assist the teams to consider addressing this important area. Going "Green" is a hot topic at ADOT and should be considered as an additional PEP Sub goal.

PEP form – the participant's signature is no longer optional. We need to know who filled out the form in order for it to be counted and for the appropriate actions to be taken.

Champion Rights to the project will be assigned to the facilitator managing the workshop. Mike will assign the rights to you when you do the workshop.

If there are duplicate entries made in the PEP system by the same person and one entry is incomplete, the originator or the Champion will delete the incomplete form. Please educate the participants that this can happen and it will be removed so that the measurements are accurate. It's best for the participant to complete the first form rather than begin a new form.

Facilitator Information

The District Org's are now working directly with the Meeting and Conference Planners to plan the construction workshops. The Partnering Office needs to know if you have issues with the room size, food orders, poor communication with the District, etc., if this has occurred on your project, please email the VPR form to Michael Carter, so we can address them with Procurement and ADOA. Until further notice, please direct all workshop related correspondence and questions to Michael Carter at (602) 712-7167.

Attached is the link to the ADOA Procurement site for the **Vendor Performance Report (VPR)** form. This document should be used to document positive or negative performance by a State Procurement Office contractor and to state whether corrective action is required.

<http://www.azdoa.gov/spo/documents-forms/docs-forms/vpr.pdf>

The Office of the Inspector General has established an **ADOT Hotline**. Any individual or ADOT employee who witnesses theft and abuse of government property, conflicts of interest, travel fraud, bid rigging, abuse of authority, or bribery and acceptance of gratuities is encouraged to call the anonymous tip hotline at **(602) 277-5684** in Phoenix and (877) 712-2370 outside of Phoenix. Alternatively, you may write to ADOT Hotline, Attention: Office of Inspector General, 1801 W Jefferson St., MD 514M, Phoenix, AZ 85001. The information you provide is confidential and will assist ADOT in remaining a premier agency of the State.

Acronyms

ARPA	Archaeological Resources Protection Act
ATSPT	Arizona Tribal Strategic Partnering Team est. 1999
ACIA	Arizona Commission of Indian Affairs
BQAZ	Building a Quality Arizona
COG	Councils of Governments
ITS	Intelligent Transportation Systems

MAG	Maricopa Association of Governments
MPO	Metropolitan Planning Organizations
PAG	Pima Association of Governments
RTP	Regional Transportation Plan
SHS	State Highway System – 6,801 route miles of roadway
TIME	Transportation Infrastructure Moving AZ's Economy

Education and Events

Partnering Classes at HRDC - 1130 N. 22nd Ave, Phx. AZ 85009.

Contact Michelle Fink at 602-712- 8224 for more information and to reserve your seat for classes.

Due to the statewide hiring freeze, there have been no personnel requests for classes. We will let you know when that changes. Historically, no Partnering classes have been scheduled in Phoenix during the summer months, due to the excessive heat, vacations, high construction season and this year due to the hiring freeze. If a training coordinator has 15-20 members that need a class please contact the Partnering Office with a class request, we can accommodate a class out of town.

Intro to Partnering Class

Soon to be rolled out is the new blended learning Module One, the Introduction to Partnering computerized class. The Partnering Office, CCP, several facilitators and consultants are reviewing the materials. The context and flow of the quiz questions is the final hurdle before going to the PAC Committee for review, scheduled for September 10. If you wish to test the class, please contact Patty Stansfield at 712-8024 and she will send you the link to the class.

Patty Stansfield, the new Partnering Training Officer, will be coordinating the transition of Partnering class materials with the current trainers to update the class workbooks and knowledge transfer for the classes. The following link is the map to the ADOT Human Resources Development Center (HRDC);
http://www.azdot.gov/Inside_ADOT/Training/OED/map.asp

The Project Development Process Manual, which CCP contributed to the development of, is now available on-line at <http://stest/default.aspx>. This is a great resource for understanding how a project winds through the stages of development – and outlining the roles of various agency sections.

This new on-line format is pretty slick and should help this to be a more fluid, ever-evolving document. If you come across changes or corrections in the CCP sections, feel free to drop Tim Tait a line at ttait@azdot.gov

Annual Partnering Excellence Awards

The 3rd Annual Arizona Transportation Partnering Excellence Award applications are now available on line at **acecaz.org**, **azdot.gov** or **azagc.org**. The informational flyers are available at the Partnering Office. Encourage all high performing teams to complete an application. It is a chance to have their partnering efforts recognized with this prestigious award. Categories are construction; Roadway (<\$5M; \$5M-\$25M; >\$25M); Other Transportation Infrastructure (<\$5M; \$5M-\$25M; >\$25M); Non-Construction: Development/Design and General Partnerships. Awards are sponsored by ADOT, AGC and ACEC. Applications are due by August 29, 2008 by 5:00 pm to the Partnering Office.

Contact Linda Peterson at 602-712-7555 for award information and/or for flyers to take to your teams or use the link below.

[http://www.azdot.gov/ccpartnerships/Partnering/PDF/AZTransportation Partnering Excellence Award Application 2008.pdf](http://www.azdot.gov/ccpartnerships/Partnering/PDF/AZTransportation_Partnering_Excellence_Award_Application_2008.pdf)

Acknowledgements

The Partnering Office would like to thank **Carla Carter, Debra Drecksel, Fil Chavez, Joy Keller-Weidman, Gloria Sandvick and Russ Hansen** for their dedication to developing public partnerships such as the BLM, Cities of Mesa, Tempe and Tucson, Tonto National Forest, Hopi Tribe and the ATSPT and Navajo Partnerships over the past years. These public partnerships are slowly transitioning over to Bonnie and Evonne in order to comply with mandates by the Governor's Office.

August Hardt A Pioneer and a Champion

In May, we lost one of the pioneers of ADOT and a Champion of Partnering, August Hardt. At the recent Facilitator Partnership annual meeting, it was suggested that we establish an August Hardt Recognition Award for those that have lived the Partnering Philosophy.

Please e-mail Michelle with your favorite stories about your fellow facilitators, ADOT employees and others that have aided and abided the partnership in the past seventeen years. Include dates, places, project name and include other "witnesses", if there were any to support your story and nomination.

Best Practices

Using language as a Partnership – Building Tool

The way we speak to one another in the partnership can make it or break it. Each agency is riddled with acronyms that can alienate those that do not understand it. We need to be sensitive to how we speak so that those around us get a clear and concise message. A few target words that are well selected are better than a lot of obscure and confusing words or acronyms.

Well-chosen words can be the tools to build consensus rather than being careless and causing division. Some examples of useful distinctions in language can be drawn from partnership experience:

<u>Difficult Concepts</u>	<u>Alternative Concepts</u>
Trust	Transparency
Profit	Benefit
Common objectives	Complimentary objectives
Contract	Agreement
Business plan	Action plan
Funding	Resources
Committee	Focus/working/task teams
Evaluation	Review
Exit strategy	Moving on strategy

ADOT in the News

ADOT Seeks Public Input at Community Workshops across Arizona

The Arizona Department of Transportation (ADOT) and local/regional partners hosted a series of community workshops in late March and early April across the state to solicit public input on a long-range vision for the future of transportation in Arizona. This statewide transportation planning process looks ahead to the year 2050 and is also known as "**Building a Quality Arizona.**"

For purposes of study, the state has been divided into four regions. Regional Framework Studies kicked off earlier this year for Northern, Western, Central and Eastern Arizona. The first phase of the year-long Framework Planning Process focuses on "Existing Conditions and Issues Identification." The Communities will be asked: "What is your vision of the future of Arizona and your region?" and "Based on what you think the future holds, what are the transportation needs for your region?"

The Community Workshops are designed to encourage local communities to hear information about the process, review the work to date, and provide input, according to ADOT officials. All workshops are open to the public.

ADOT is partnering with local and regional planning organizations across the state such as local councils of government and metropolitan planning organizations, as well as tribal communities, the business/development community, and the environmental/conservation community to ensure the true statewide collaboration that is necessary to make this effort a success.

Community Workshops will be held in Kingman, Quartzsite, Yuma, Prescott, Flagstaff, Window Rock, Florence, Globe, Show Low, Sierra Vista, Safford and Nogales. For more information on Community Workshops near you or general information about the study, please visit www.bqaz.gov.

ADOT says the Framework process is a unique and unprecedented way of looking at transportation planning because:

- The Framework Process looks farther into the future than ever before. Traditional planning time frames are about 20 years. This process looks out to 2050.
- Most planning processes are cost-constrained, meaning that they look at the dollars available and then try to fit transportation improvements within those dollars. This process is not cost constrained, but instead considers what is needed in the future.
- This statewide process is unprecedented in the United States because it will examine transportation in the context of community and economic development. This is important to communities at the local level because it is an opportunity to look ahead at community and economic development patterns, and the desires of local and regional communities in terms of growth and development and to make smart choices about the future.
- The Regional Framework Studies will be compiled in early 2009 into a Statewide Planning Framework that truly reflects the desires and growth trends at the local level.

Roundin' Out the Red Mountain: ADOT to Host Loop 202 Opening Event July 15

PHOENIX – The state's largest-ever public works project, building nearly 150 miles of new freeways in the Valley, will conclude this summer when the final segment of the Red Mountain Freeway opens, marking a successful 20-year partnership to connect communities.

The Arizona Department of Transportation (ADOT) will host *Roundin' Out the Red Mountain*, a freeway opening event from 5 p.m. to 8 p.m. on July 15 to celebrate completion of Loop 202 (Red Mountain Freeway). The completion of this final segment between Power Road and University Drive in Mesa represents an important milestone in transportation improvements in the Valley including the completion of the Red Mountain Freeway, the conclusion of Proposition 300 projects and the successful partnership

between taxpayers and ADOT spanning more than 20 years. Other Proposition 300 projects include the entire Loop 101 and State Route 51.

Voters approved Proposition 300 in 1985, creating a one-half cent sales tax to fund a Regional Freeway System, including the Red Mountain Freeway. The Red Mountain Freeway is the second component of Loop 202 in the East Valley; the Santan Freeway was completed in July 2006.

In 2004, Maricopa County voters approved a 20-year extension of the one-half cent sales tax to fund a comprehensive package of diverse transportation improvements as part of the Regional Transportation Plan. Funding for the plan, which includes \$9 billion in freeway improvements in Maricopa County, became effective in 2006. Proposition 400 will fuel new projects like Loop 303, the proposed Williams Gateway Freeway and HOV lanes across the Valley.

The celebration will take place on the new, nearly five-mile-long segment of Loop 202 between Power Road and University Drive. ADOT is encouraging community members from across the Valley to attend the event, which will include a brief ceremony with local leaders, a 5k Fun Run/Bike Ride, a variety of exhibits by businesses and organizations, and an ADOT Road Show creatively detailing how freeways are designed and constructed.

There are many ways to get involved in this event. All are invited to attend and enjoy the activities. Additionally, local businesses and organizations are encouraged to set up exhibits or donate services for the event. If you are interested in becoming an exhibitor or donor, please visit: http://www.azdot.gov/Highways/valley_freeways/Loop_202/Red_Mountain/index.asp.

Finally, ADOT reminds drivers and local residents that the Loop 202 segment from Power Road to University Drive is still an active construction zone and remains closed to pedestrian and vehicle traffic until the formal opening in mid-July.

Thank you for your continued commitment to and support of the Partnering Principles and to our stakeholders. Partnering Consultant/Facilitators and Champions – Your feedback is important to us. We want to hear those comments! *Feedback related to the Chat Sheet can be emailed to mfink@azdot.gov*

Partnering –The way ADOT does business

